

*Date:* June 3, 2013

*To:* Authorized Representative of the Child and Adult Care Food Program

*From:* Amanda Kane, RDN, CD, Director  
Community Nutrition Team

*Subject:* CACFP: Nutrition Training – Meal Planning

The Department of Public Instruction (DPI) is pleased to invite you to our upcoming Child and Adult Care Food Program (CACFP) 2013 Summer Training sessions, *CACFP: Nutrition Training - Meal Planning*.

Community Nutrition Program Consultants from the DPI will cover many aspects to CACFP Meal Planning. The training will cover planning a menu to include a variety of nutritious, yet cost-effective foods, review how to complete production records and how to use the Food Buying Guide, and discuss creditable and non-creditable foods on the CACFP. Also, there will be discussions on food purchasing, including menu planning on a budget, an overview of Meal Service Methods (Family Style vs. Pre-Plated), as well as infant meal requirements in the CACFP.

Please use the link below to complete the registration for summer training. We ask that you register early as space is limited. Also, remember to print your registration summary page and then click on the "Submit" button to complete your registration.

Click on the following link <https://forms.dpi.wi.gov/se.ashx?s=56301B2D1DB501AD> for the CACFP training website.

CACFP Recordkeeping and Financial Management training will be conducted via live webcast on August 20, 2013. An email regarding these trainings will be sent out at a later date. If you have any questions regarding this message, please contact Shiela Coulton, Operations Program Associate, by email at [Shiela.Coulton@dpi.wi.gov](mailto:Shiela.Coulton@dpi.wi.gov) or phone at (608) 267-9129.

Thank you.

Community Nutrition Team  
Wisconsin Department of Public Instruction

